

COUNTY OF KAUAI  
**APPROVED Minutes of Meeting**  
**OPEN SESSION**

Board/Commission		Kaua‘i Fire Commission	Meeting Date	August 6, 2018
Location	Mo`ikeha Building – Meeting Room 2A/B		Start of Meeting: 2:02 p.m.	End of Meeting: 3:57 p.m.
Present	Chair Thomas Nizo (arrived at 2:08 p.m.); Vice Chair Chad Pacheco; Commissioners: Alfredo Garces Jr., Linda Kaauwai-Iwamoto; Alfred Levinthol; Mike Martinez and Clifton Jimmy Miranda (arrived at 2:23 p.m.)  Also present: Board & Commissions Office Staff: Support Clerk Mercedes Omo; Office of the County Attorney: Deputy County Attorney Peter Morimoto; Fire Department: Fire Chief Robert Westerman and Chief’s Secretary Debby Gatioan.			
SUBJECT	DISCUSSION		ACTION	
Call To Order			At 2:02 p.m. Vice Chair Pacheco called the meeting to order with five Commissioners present to conduct business.	
Approval of Minutes	Regular Open Session Minutes of July 2, 2018.		Mr. Levinthol moved to approve the meeting minutes as circulated. Mr. Martinez seconded the motion. The motion carried 5:0.	
Chief Monthly Reports for the month of June	Chief Westerman highlighted the departmental activities for the month of June, particularly his attendance to the Spectrum business after hours Kaua‘i Chamber event, the annual brush fire mitigation meeting with the local businesses, local ranchers/cattlemen and large landowners, and the onsite meeting with representatives of the Kaua‘i Grand Hyatt in Po‘ipū to help coordinate the annual Hawai‘i Fire Captains Association Conference in November. Lastly, two Firefighters were accepted to attend the National Fire Academy.  <u>Operations Bureau</u> Since June 2018 the Department received a total of 489 calls to date.  <u>Equipment and Apparatus Status</u> No significant changes other than Engine 4 is partial mission capable.		Vice Chair Pacheco moved to receive the Chief’s Monthly Reports. Ms. Kaauwai-Iwamoto seconded the motion. The motion carried 7:0.	

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	<p><u>Training Bureau</u> Six on-island training sessions were conducted in the month of June that involved 141 personnel in the Kaua'i Fire Department. As for the new recruit trainings, 20 sessions were held that involved 13 new firefighter recruits.</p> <p><u>Prevention Bureau</u> There were no significant changes other than an increase in business occupancy inspections of 38. In Fiscal Year 2017/2018 the Prevention Bureau was up 2092 compared to previous Fiscal Year of 1914.</p> <p><u>Ocean Safety</u> There were 40 rescues in the month of June of which 2 were for jet ski rescues and 3 assists. There was one drowning reported in the June.</p> <p><u>Budget Report as of June 30, 2018</u> Out of a \$31,629,948.00 budget the Department has returned 1.3 million dollars back into the General Fund because of good management and cost savings measures that were taken throughout the fiscal year.</p> <p><u>Daily Flight/Maintenance Hours and Alarm Data</u> There were a total of 5.5 hours of which .04 went to maintaining the aircraft, 4.3 hours went to alarm search and rescue and 0.8 hours for alarm fire.</p> <p><u>Letter of Commendation</u> An email dated June 24, 2018 was received from a Battalion Chief with the Phoenix Fire Department expressing his appreciation for having the opportunity to meet and chat with the firefighters while at Costco's.</p>	

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<b>Business KFC 2018-09</b>	Public announcement for notarized complaint KFC 2018-001 that was filed on April 11, 2018. Chair Nizo read public announcement into the record as written: As for the allegation of conduct unbecoming of a Fire Captain by saying uncaring things to the complainant, an investigation was conducted and concluded that the appropriate action was taken therefore, the Commission considers the matter resolved. This officially concluded the Commission's review of notarized complaint KPC 2018-001.	
<b>Announcements</b>	Next regular monthly meeting – 2 p.m. on Tuesday, September 4, 2018 at the Mo'ikeha Building, Meeting Room 2A/2B. Executive Session to follow.	
<b>Executive ES KFC 2018-002</b>	Pursuant to Hawai'i Revised Statutes §92-4 and §92-5 (a) and (2) and (4), the purpose of this Executive Session is for the Commission to consult with its attorney as it relates to the hiring process of selecting a new Fire Chief, and to consult with its attorney on questions and issues pertaining to the Commission's powers, duties, privileges, immunities and liabilities as they may relate to this agenda item. (On-going)	At 2:38 p.m. Vice Chair Pacheco read the Hawai'i Revised Statutes to take the meeting into Executive Session.
<b>ES KFC 2018-010</b>	Pursuant to Hawai'i Revised Statutes §92-4, §92-5 (a) (4), §92-9 (a) (1-4) and (b), the purpose of this Executive Session is for the Commission to approve the Special Executive Session meeting minutes of July 2, 2018 and to consult with its attorney on issues pertaining to the Commission's powers, duties, privileges, immunities, and or liabilities as they may relate to this agenda item.	Vice Chair Pacheco moved to enter into Executive Session. Mr. Miranda seconded the motion. The motion carried 7:0.

SUBJECT	DISCUSSION	ACTION
<p><b>Return to Open Session to ratify the actions taken in Executive Session</b></p>	<p>At 3:42 p.m. the Commissioners reconvened in Open Session. Chair Nizo called for the motion to ratify the actions taken in Executive Session.</p> <p>Chair Nizo stated that the discussion now, is to establish a Permitted Interaction Group ("PIG") because from what he understands not every Commissioner is able to commit fifteen hours to do interviews. Mr. Morimoto explained that a Permitted Interaction Group consist of three members or less; because it must be less than a quorum, but before doing so, the Commission needs to determine the scope of the investigate and the scope of each member's authority at this meeting.</p> <p>Mr. Martinez stated that he would be in favor of establishing a PIG. Turning to the discussion of whom should serve on the PIG, Commissioners Nizo, Martinez, Miranda and Levinthol respectfully declined. Vice Chair Pacheco and Commissioners Kaauwai-Iwamoto and Garces volunteered to be members of the PIG. Ms. Rapozo cautioned the Commissioners about selecting only five candidates because it could potentially end up with a tie so her recommendation to the PIG would be to come up with candidates to move to the second phase. Chair Nizo called for a motion to establish a three member PIG. Ms. Rapozo added that the PIG should select the dates of when the interviews are to be conducted so that her office can contact the candidates to let them know when they are going to be interviewed. Chair Nizo thanked Commissioners Pacheco, Kaauwai-Iwamoto and Garces for volunteering their time to serve on the PIG and that he wishes them much success.</p>	<p>Vice Chair Pacheco moved to ratify the actions taken in Executive Session for items ES KFC 2018-002 and ES KFC 2018-010. Mr. Garces seconded the motion. The motion carried 7:0.</p> <p>ES KFC 2018-002: On-going.</p> <p>ES KFC 2018-010: Motion carried 7:0 to approve the Executive Session meeting minutes of July 2, 2018.</p> <p>Mr. Martinez moved to establish a three member Permitted Interaction Group consisting of Vice Chair Pacheco, Commissioners Kaauwai-Iwamoto and Garces to select the questions and conduct the preliminary interviews of the remaining fifteen candidates, then determine which candidate would move on to the next hiring phase and present their recommendations to the Commission. Mr. Levinthol seconded the motion. The motion carried 7:0.</p>
<p><b>Adjournment</b></p>	<p>With no further business to conduct, Chair Nizo called for the motion to adjourn the meeting.</p>	<p>Mr. Levinthol moved to adjourn the meeting. Mr. Miranda seconded the meeting. The motion carried 7:0. At 3:57 p.m. the meeting adjourned.</p>

Submitted by: \_\_\_\_\_  
Mercedes Omo, Staff Support Clerk

Reviewed and Approved by: \_\_\_\_\_  
Thomas Nizo, Chair

(x ) Approved as circulated on: September 4, 2018.

( ) Approved as amended. See minutes of \_\_\_\_\_ meeting.